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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Personnel Director

DATE: 31 MAR 1953

FROM : Research and Planning Staff

SUBJECT: Annual Report for Calendar Year 1952

1. Attached hereto is a report summarizing the major accomplishments of the Personnel Office for calendar year 1952. The statistical tables enclosed likewise summarize personnel statistical data for the calendar year.

2. An additional copy of the report has been forwarded, along with a proposed transmittal memorandum, in the event you wish to forward a copy to the DD/A.

3. Sufficient copies of the narrative portion of the report have been prepared for distribution to each Division and Staff Chief in the Personnel Office. If you agree that this distribution should be made, the statistical data in paragraph 2a will be deleted.

Attachments

*Would agree with the narrative  
only with total strength  
figures deleted. No overall  
charts.*

*MD*  
- 8 APR 1953

DOCUMENT NO. \_\_\_\_\_  
NO CHANGE IN CLASS. ☐  
☐ DECLASSIFIED  
CLASS. CHANGED TO: TS S *2011*  
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DATE: *36/01/81* REVIEWER: \_\_\_\_\_